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| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town Council  Council Offices, The Station Building  Berry Lane, Longridge. PR3 3JP  Telephone: **01772 782461**  email: [clerk@longridge-tc.gov.uk](http://h)  website: [www.longridge-tc.gov.uk](http://h) |

**Mission Statement**

Endeavour, through foresight and leadership, to enhance quality of life for Longridge residents and visitors.

Working to enrich facilities and nurture opportunity,

to protect and improve the built and natural environment, and promote community pride.

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Proceedings of meeting held on 24th April 2019

Present: Cllr. P. Byrne - Mayor

Cllr. S. Ashcroft - Deputy Mayor

Cllr. R. Beacham

Cllr. G. Priest

Cllr. A. Odix

Cllr. M. Everett

Cllr. S. Rainford

Andrea Pownall - Town Clerk

1 observer (New Cllr.)

**Min 0019 Mayor's Welcome**

The Mayor opened the meeting and introduced an observer Judith Clark a new Councillor who takes up office in May 2019

**Min 0020 Apologies for Absence**

Cllr. Adamson, Cllr. Rogerson & Cllr Moon (out of country)

**Min 0020 Declarations of Interests**

Cllr Rainford declared an interest regarding Longridge Field Day

**Min 0021 Public Participation**

No members of the public were present.

It was noted that a card had been received by the family of the late Cllr Tyrer which was read to the Council, the Councillors that were absent are to be informed of the card.

A complaint has been received from the residents of Park House, regarding disturbances with over the Easter weekend. The issue was discussed but **it was resolved** that the matter be forwarded to the Police as it is not a Council matter.

**Min 0022 Approval of Minutes**

**It was resolved** to sign the Minutes of the meeting of the 10th April 2019 as an accurate record.

**Min 0023 Action List & Work in Progress**

**It was noted** that the issues 'Welcome to Longridge Signs' & 'Wall - Fairsnape Avenue" are to be updated on the work in progress sheet.

**Min 0024 Community Award**

**It was discussed and resolved** that the Community Award closing date should be extended to Friday 24th May 2019. It was discussed and resolved that community groups, schools, charities etc., suggested by the Councillors be emailed asking for nominations.

**Min 0025 Working Groups**

**It was noted** that the Longridge Loop had a provisional meeting arranged. **It was** **discussed and resolved** that the other working groups would be placed on the agenda for the May 2019.

**Min 0026 Planning Application** **- 3/2019/0318 - 53 Chapel Hill, Longridge - Demolition of farmhouse and erect pair of semi detached dwellings.**

**It was discussed and resolved** that as long as the dwellings were in keeping with the building next to it with particular regard to the material used, then the Council had no objections.

**Min 0027 Planning Application - 3/2018/0975 - Land East of Chipping Lane**

**It was discussed and resolved** that Director Planning should be contacted with regards the above. The application has been approved and the Council requires written confirmation that the views of the residents and the Council had been considered.

**Min 0028 Thai-Paragon, 104 - 106 Higher Road**

It was brought to the Council's attention the windows that have

been place in the above and questioned if this was a conservation area and was planning permission required, but the Council had not consulted on a planning issue. **It was resolved** that RVBC Planning Department be contacted to clarify if this was indeed a conservation area and if so had planning permission been granted.

**Min 0029 Calder Avenue Footpath**

it was brought to Council's attention about the condition of the footway on Calder Avenue. **It** **was resolved** that the matter has already been reported to LCC by the Town Clerk.

**Min 0030 Manhole - Inglewhite Road/Crumpax Avenue**

Cllr Odix thanked the Town Clerk for contacted UU and getting the date of the remedial works required brought forward. The work is scheduled to take place w/c 28th April, 2019.

**Min 0031 Terms of Reference - Building**

Cllr Odix guided Council through the Terms of Reference.

Discussion took place about allocating Building Committee with a planned and scheduled maintenance budget each year. The next prescept the planned maintenance budget would be included.

**It was resolved** that annual budget be allocated for planned and scheduled maintenance. Standing Orders in relation to procurement would be adhered to.

An annual report will be produced each year and assessment of the budget provision every three/six months.

The current Terms of Reference will now be reviewed in six months. An amended Terms of Reference will be presented to next Council.

**Min 0032 Building Executive Committee - Meeting Room Carpet Tiles**

**It was noted** that the Council Office requires new flooring also. **It was discussed** **and resolved** that Council approve £2,000 for new flooring for the meeting room and council office.

**Min 0033 Finance**

**It was resolved** to authorise the following payments by cheque:

Clerks salary - £1,083.69

Bishops Payroll - £64.80

RVBC (unblocking drain Berry Lane WC) - £126.30

Dublecheck Cleaning (April with CN) - £534.12 (CN £33.72) - £500.40

**It was resolved** to authorise the following payments by direct debit

Electric Bill (British Gas) - £1,010.90 - but it was noted that this figure seemed rather high and would be reported to Budget Committee to investigate.

Town Clerk has received a credit note for £78.00 from Alert Fire and Security which cancels out the invoice submitted in the accounts for approval on the agenda .

**Min 0034 Bus Shelter Southern Close**

**It was discussed** **and resolved** that the costs of repairs over the last three years to the bus shelter would be sought from RVBC

**Min 0035 Defibrillators**

**It was discussed and resolved** that Town Clerk would report back after meeting with NWAS.

**Min 0036 Items for Next Agenda**

Appeals Committee Terms of Reference

**Min 0037 Next Meeting**

Wednesday 8th May 2019 - Mayor making, Cllr Byrne will open the meeting and then pass the chain of office to Cllr Ashcroft.